

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OTR/SUS-AT-1	
1. TITLE OF REPORT (If a fill-in report include Form No.)						2. TYPE OF REPORT	
Program Assisted Instruction Activity						<input checked="" type="checkbox"/> STATISTICAL	
						<input checked="" type="checkbox"/> NARRATIVE	
						<input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		<input checked="" type="checkbox"/>	TRAINING		
		LOGISTICS			SECURITY		
		MEDICAL			FINANCE		
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)			6. DISTRIBUTION (No. of components not number of copies)		
-2-		Semi-annual			-2-		
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT		
Memo		<input type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input checked="" type="checkbox"/> NO			OTR/ISS/ITB		
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
SUS-AT SUS-AT/CTF				1 (AT/CTF)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED = COST PER YEAR
14 (2)	\$11.00		2x1x 1		11.00		2 22.00
13 x2x	9.10		1		9.10		2 18.20
12	8.00		2		16.00		2 32.00
09	5.70		1		5.70		2 11.40
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$83.00	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Justification of initial expenditure of funds for PAI and follow-up to determine further development.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
						MAN-HOURS	DOLLARS
<input type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain)							
<input checked="" type="checkbox"/> CHANGE Annual only						5	\$42
<input type="checkbox"/> DISCONTINUE							
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION				18. EXTENSION	
25 Sept 1970		DC/SUS-AT. OTR					